



# Office of the City Clerk

Weekly Report – for Week Ending June 15, 2018

## OFFICE OF THE CITY CLERK – PROJECT HIGHLIGHTS AND STATUS

### Elections

As a follow-up to the Clerk's pre-voter registration efforts of 16 and 17-year-old youth, staff sent 114 letters to newly eligible young voters reminding them of their opportunity to vote in the June 5 Statewide Election. These new voters had turned 18 and were successfully registered in the County's Voter Information Management System (VIMS).

The final mock election for this fiscal cycle was conducted at Toland Way Elementary School in CD 1 as can be seen below. Elections staff also hosted voter information tables at the People Power Convention (CD9) and the 1st Annual Hebocon at the LAUSD Innovation Camp STEM Carnival (CD9).



**Youth Initiative** - Toland Elementary School

### Neighborhood Council (NC) Elections

The results for the June 7 Historic Cultural Neighborhood Council Subdivision Election were certified on Wednesday, June 13. Voters approved the proposed subdivision, Historic Cultural North, with a voting result of 416 to 43. No challenges were filed for this election.

The Vote-By-Mail (VBM) application period for the June 19 Wilshire Center-Koreatown Neighborhood Council Subdivision Election closed on June 12. Staff processed a total 33,958 VBM applications and mailed out 22,808 VBM ballots to date. Staff is also finalizing the logistics for this third and final Subdivision Election on June 19.

### Business Improvement Districts

The Fashion District and Hollywood Entertainment District property BID Proposition 218 renewals are currently in process. Ballot packages have been mailed for the Greater Lincoln Heights and Historic Core BID renewals after both of the Ordinance of Intention hearings were held in City Council.

### Records Management

The Division secured a contract with a vendor to scan City Council Files from 1999. The files, consisting of 116 boxes, were picked up by the vendor for imaging and will be uploaded into CFMS by September 2018.



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## Systems

One of the main hardware components that hosts the Office of the City Clerk's applications and databases failed earlier this week, resulting in multiple system outages for a few hours. An offsite failover redundancy system was used as a temporary solution. Staff is currently working on the resolution.

## Neighborhood Council (NC) Funding Program

The deadline has passed to make new funding requests; however, exceptions have been made for NCs with new financial officers experiencing difficulty uploading board approved requests. NCs have committed \$3.6M or 85% of their \$4.2M allocation. Credit cards may still be used for financial transactions through June 20. Several NCs are working to request assistance from their Council Offices regarding the movement of funds to special accounts so that funds not spent this fiscal year can be retained for future projects.

On June 11, staff presented recent Clerk projects and future innovations to the Mayor's Commission on Innovation & Performance. The presentation highlighted the NC Funding banking portal which received a grant award from the Commission in 2016. Below is the performance metrics summary for this project.

